

**Tennessee Department of Revenue  
Taxpayer Services Division  
2004 New Business Workshops**

The Tennessee Department of Revenue sponsors free tax seminars at the following offices on the dates indicated below. These normally include business tax, sales and use tax, unemployment tax and tax enforcement. At some seminars, tangible personal property tax and federal tax information from the Internal Revenue Service will be included. Please call the office nearest you to discuss the seminar location, times, agenda, etc. These are recommended primarily for new business owners but may be beneficial to established business owners as well.

<b>Month</b>	<b>Nashville</b>	<b>Chattanooga</b>	<b>Memphis</b>	<b>Johnson City</b>	<b>Knoxville</b>
<b>January</b>	Tuesday, 27 <sup>th</sup>	Wednesday, 14 <sup>th</sup>	Thursday, 8 <sup>th</sup>	Thursday, 8 <sup>th</sup>	Wednesday, 14 <sup>th</sup>
<b>March</b>	Tuesday, 23 <sup>rd</sup>	Wednesday, 10 <sup>th</sup>	Thursday, 11 <sup>th</sup>	Thursday, 11 <sup>th</sup>	Wednesday, 10 <sup>th</sup>
<b>May</b>	Tuesday, 25 <sup>th</sup>	Wednesday, 12 <sup>th</sup>	Thursday, 13 <sup>th</sup>	Thursday, 13 <sup>th</sup>	Wednesday, 12 <sup>th</sup>
<b>July</b>	Tuesday, 27 <sup>th</sup>	Wednesday, 14 <sup>th</sup>	Thursday, 15 <sup>th</sup>	Thursday, 15 <sup>th</sup>	Wednesday, 14 <sup>th</sup>
<b>September</b>	Tuesday, 28 <sup>th</sup>	Wednesday 15 <sup>th</sup>	Thursday, 16 <sup>th</sup>	Thursday, 16 <sup>th</sup>	Wednesday 15 <sup>th</sup>
<b>November</b>	Tuesday, 16 <sup>th</sup>	Wednesday, 10 <sup>th</sup>	Thursday, 18 <sup>th</sup>	Wednesday, 10 <sup>th</sup>	Wednesday, 17 <sup>th</sup>

The seminars are held at the following locations. Seating is limited, so please register in advance.

**Nashville:** 8<sup>th</sup> floor, 1321 Murfreesboro Road. Contact Person: Patsy Bibb. Telephone: (615) 532-2888. Fax: (615) 741-1731. Mailing Address: Tennessee Department of Revenue, Taxpayer Services Division, Andrew Jackson Building, 3rd Floor, 500 Deaderick Street, Nashville, Tennessee, 37242. Seminar Registration: 8:30 a.m. Seminar begins at 9 a.m. and ends at approximately 12:45 p.m.

**Knoxville:** Conference room B on the 7<sup>th</sup> floor of the State Office Building, 531 Henley Street. Contact Person: Cathy Russell. Telephone: (865) 594-6100. Fax: (865) 594-6402. Mailing Address: 531 Henley Street, Room 606, Knoxville, Tennessee, 37902. Seminar Registration: 8 a.m. Seminar begins at 8:30 a.m. and ends at approximately 12:30 p.m.

**Chattanooga:** Conference Room 607 of the State Office Building, 540 McCallie Avenue, Chattanooga. Contact Person: Sonya Deloach. Telephone: (423) 634-6266. Fax: (423) 634-3001. Mailing address: Tennessee Department of Revenue, Taxpayer Services Division, 540 McCallie Avenue, Suite 350, Chattanooga, Tennessee, 37402. Seminar Registration: 8 a.m. Seminar begins at 8:30 a.m. and ends at approximately 1:15 p.m.

**Johnson City:** Tennessee Department of Revenue, 204 High Point Drive, Johnson City, Tennessee, 37601. Contact Person: Leona Kimery. Telephone: (423) 854-5321. Fax: (423) 854-5377. Mailing address: Tennessee Department of Revenue, Taxpayer Services Division, 204 High Point Drive, Johnson City, Tennessee, 37601. Seminar Registration: 8 a.m. Seminar begins at 8:30 a.m. and ends at approximately 12:30 p.m.

**Memphis:** Business Development Center, 555 Beale Street. Contact Person: Sharon Britt. Telephone: (901) 213-1400. Fax: (901) 213-2675. Mailing address: Tennessee Department of Revenue, Taxpayer Services Division, 3150 Appling Road, Bartlett, Tennessee, 38133. Seminar Registration: 8:30 a.m. Seminar begins at 9 a.m. and ends at approximately noon.

**Free Business Tax Seminars**

The Tennessee Department of Revenue presents free business tax seminars. At some seminars, the Department of Labor and Workforce Development and the Internal Revenue Service present information. While these are designed primarily for new business owners, they may be beneficial for people who have established businesses. The locations, dates, phone and fax numbers are shown above. In some locations, space is limited and is provided on a first come-first serve basis. Pre-registration is desirable, but not mandatory if space is available. If you wish to attend, please complete the registration form below and mail, fax or deliver it to the Revenue Taxpayer Services office in the regional office nearest to you.

Your Name: _____	Phone: _____
Business Name: _____	Type of Business: _____
Business Address: _____	
Date and location of seminar you wish to attend:	
Date: _____	Location: _____ Number of people attending: _____